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Introducing **REX**[™]

The REX[™] PC Companion is a revolutionary device that lets you bring your organizer information wherever you go.

Use REX to Stay in Sync

Using REX TrueSync[™] Information Manager, you can organize your calendar events, contacts, memos, and other information on your laptop or desktop computer. Then use the TrueSync synchronization software to transfer that information to your credit-card-sized REX PC Companion.

REX TrueSync Information Manager even enables you to import files from Microsoft[®] Outlook 97/98, Microsoft Schedule+ 7.0, 7.0a, 7.5, Lotus Organizer[®] 97/97GS, ACT![™] 3.0.6, 3.0.7, 3.0.8, Sidekick[®] 98, and other formats, and then synchronize those files to your REX PC Companion.

Use REX With Your Laptop or Desktop Computer

If you have a laptop or other computer with a Type II PCMCIA card slot, synchronizing your information can be as easy as inserting your REX PC Companion into a PC card slot and then running the TrueSync synchronization software on your computer.

If you have desktop or other computer that does not have a PC card slot, use the REX Docking Station to connect the REX PC Companion to your computer, and then run the TrueSync synchronization software on your computer.

Use REX to Stay Organized

Once your information has been synchronized, you can use the REX PC Companion to:

- view your appointments, meetings, birthdays, and other scheduled events,
- find the names, addresses, phone numbers, e-mail addresses, and other information of your business and personal contacts,
- keep track of your To Do items (calls, tasks, etc.), as well as mark To Do items when they are done,
- keep your home time and date, as well as the time and dates of eight cities around the world,
- read memos and notes,
- change the date and time displays, alarm options, and other preferences, and
- set a password to secure the information on your REX PC Companion.

How to Use REX

To learn how to use the REX PC Companion, read this user's guide. To learn how to use REX TrueSync Information Manager, read its user's guide. If you're using the REX Docking Station, a separate user's guide is provided.

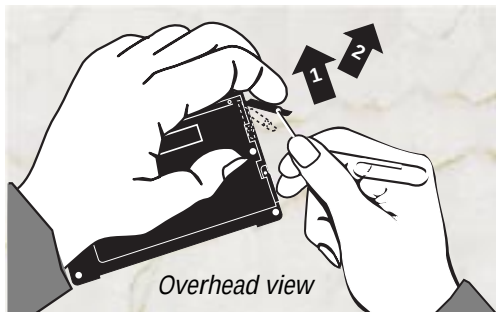
For more information about the REX PC Companion and REX Docking Station, visit the REX Web site at <http://www.franklin.com/rex>. For more information about TrueSync, visit <http://www.starfish.com>.

Installing the Batteries

The REX PC Companion (i.e., card) is powered by two CR2025, 3-volt batteries. New batteries can power the REX card for up to six months of normal use.

WARNING If the batteries lose all power, information stored in your REX card may be erased. Also, avoid removing both batteries at the same time. If you do, the information stored in your REX card may be erased.

1. Lay the REX card on a flat surface with its screen facing down.
2. Insert the tip of an opened paper clip into the small hole in one of the battery compartment doors.
3. Press the door toward its hinge (motion #1) and then gently press the door outward at a 45° angle (motion #2).



WARNING The battery compartment doors must be opened with care. Never force a door downward or upward, into the REX card, or more than 90° open. We recommend that you rest a finger against the door to prevent it from opening too far.

4. Tilt the REX card so that the battery

slides out.

5. Insert a new battery with its positive (+) side facing the screen.



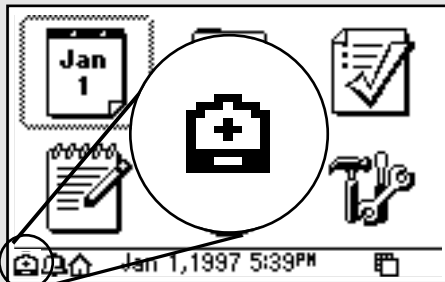
6. Gently close the battery compartment door until it snaps shut.

If your REX card fails to operate properly, you can perform a reset (see page 18).

7. Install the other battery.

When to Replace the Batteries

When you turn on your REX card, a battery icon momentarily appears on the status bar at the bottom left of the screen.



When the batteries are low on power, the battery icon appears half full and flashes. You should replace the batteries at that time.

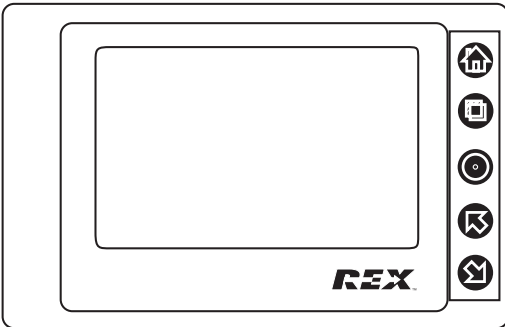
Getting Started

To Turn REX On or Off

1. To turn on the REX card, press any one of its five keys.
2. To turn off the REX card, hold down  at the Home screen.

To Use the Keypad

The REX card has five keys that you use to select and view information. Do not touch its screen to operate the REX card. To repeat a keystroke, simply hold down a key.



HOME

You can hold down the Home key to return to the Home screen from other screens. When you hold down the Home key at the Home screen, the REX card will turn off.

VIEW

The View key changes the view within a main function. For example,

in the Calendar, it cycles through the Daily, Weekly, and Monthly views. In the Contacts, it cycles through multiple cardfiles. In the To Do List, it cycles through your Calls, Tasks, etc.

SELECT

The Select key selects an item or changes a setting. For example at the Preferences screen, it lets you change alarm sounds, the password, and other settings. At the Home Clock/World Clock screen, it lets you change times and time zones. In the Monthly Calendar view, it starts a highlight to select a date. In the To Do List, it checks a To Do item when it's completed.

UP DOWN

The Up and Down keys scroll or move the highlight or setting up, down, left, or right. For example, they move the highlight left or right on the Home screen so that you can select a main function. In the To Do List, they scroll the highlight up or down.

About the Screen Illustrations

Some screen illustrations in this user's guide may not exactly match what you see on the REX screen. This does not mean that your REX card is malfunctioning.

Connecting Your REX Card to a PC

Before you can synchronize (i.e., transfer or download) information to your REX card, you must first connect the REX card to your computer.

You can connect to a laptop or desktop computer by inserting the REX card into a Type II PCMCIA card slot or by using the REX Docking Station. The docking station lets you connect the REX card to a serial communications (COM) port on your computer.

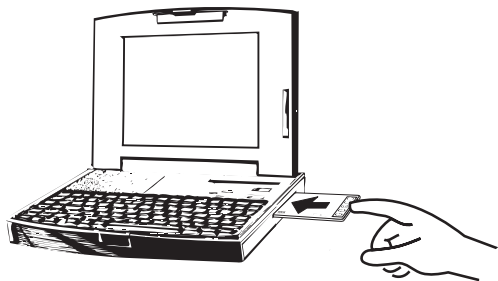
You cannot use its keypad when the REX card is connected to a computer.

To Use a PC Card Slot

1. **Locate an empty Type II PCMCIA card slot on your computer.**

If your laptop computer does not have a PC card slot, you may be able use the REX Docking Station to connect to a serial port.

2. **Slide the REX card into the slot until a connection tone sounds or a PC card icon appears on the Windows Taskbar.**



You can enable or disable the tone and icon using the PC card item in the Windows Control Panel.

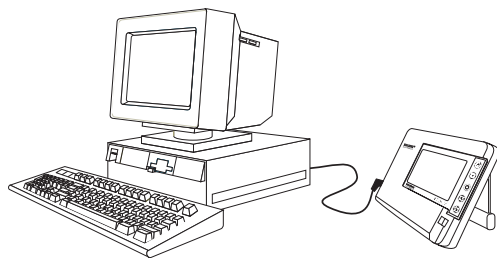
3. **To learn how to synchronize information to the REX card, read “Synchronizing Your REX Card” on page 6.**
4. **Remove the REX card from the PC card slot in your computer.**

To Use the REX Docking Station

1. **Using the provided serial cable, connect the REX Docking Station (with its batteries installed) to a serial communications (COM) port on your computer.**

To learn how, read the *REX Docking Station User’s Guide*.

2. **With its screen facing you, align your REX card with the card slot in the docking station.**
3. **In one quick, firm motion, slide the REX card into the slot in the docking station until the connection tone sounds and “Ready” appears on the REX screen.**



4. **To learn how to synchronize information to the REX card, read “Synchronizing Your REX Card” on page 6.**
5. **To remove the REX card from the docking station, press the eject button beneath the card slot.**

Synchronizing Your REX Card

Once the REX card is connected to your computer, you can synchronize (i.e., transfer or download) information from your computer to the REX card using the TrueSync synchronization software.

CAUTION When you synchronize information to your REX card, all information previously stored in it is erased and replaced with the information and preferences selected on the REX TrueSync Configuration Wizard.

1. **If not done already, connect the REX card to your computer.**
2. **If not done already, install and start REX TrueSync Information Manager on your computer.**

To learn how, read the *REX TrueSync Information Manager User's Guide*.

3. **If you are synchronizing for the first time, or want to change the synchronization configurations, you must complete the REX TrueSync Configuration Wizard.**

Right click the TrueSync  icon on the Windows taskbar and choose Configure, or choose Tools | Synchronize | TrueSync from its menus, click Configure, and then complete the configuration wizard. To learn how to complete the configuration wizard, read the *REX TrueSync Information Manager User's Guide*.

4. **If you have completed the configuration wizard, and do not want to change its settings, click Synchronize in the Starfish TrueSync window.**

If you are not at the Starfish TrueSync win-

dow, click the TrueSync  icon on the right of the desypad or choose Tools | Synchronize | TrueSync from the menus.

TIP To go directly to the Synchronizing REX window, click the TrueSync  icon at the bottom right of the REX TrueSync Information Manager desypad.

5. **In the Synchronizing REX window, click Start.**
6. **If a password is enabled on the REX card, click the five-key password combination, and then click OK.**

CAUTION Do not remove the REX card from the PC card slot or docking station while it is synchronizing.

7. **When the synchronizing is complete, remove the REX card from the PC card slot or docking station.**

Using TrueSync from the Taskbar

You can synchronize your REX card, or change the synchronization configurations, without starting REX TrueSync Information Manager. To do that, you use the REX TrueSync  icon on the Windows taskbar at the bottom right of the screen.

To synchronize your REX card, double-click the REX TrueSync icon on the taskbar and then click Start.

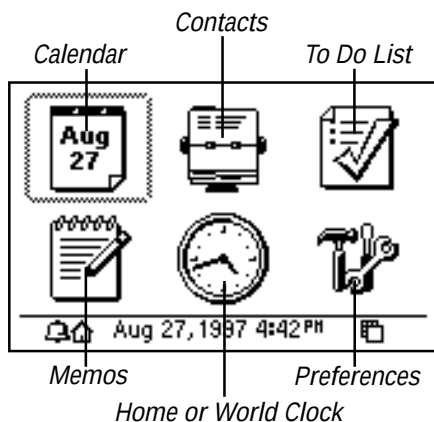
To change the synchronization configurations, right-click the REX TrueSync icon on the taskbar and then select Configure from the pop-up menu.

Using the Home Screen

The Home screen is where you select a main function (e.g., Calendar, Contacts, Memos) and view the local date and time. From the Home screen, you can also view the personal information that identifies your REX card. You enter this information in the REX TrueSync Configuration Wizard on your computer, and it is synchronized to your REX card.

To Select a Main Function

1. Press or hold down  until the Home screen appears.



This is the Home screen. The calendar icon displays the date of the local (i.e., currently selected) time. The clock icon displays the local time.

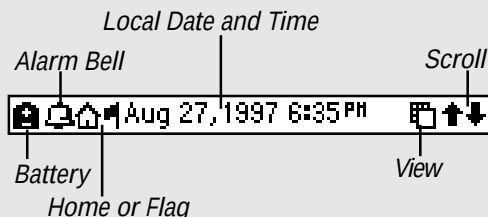
2. Use  or  to highlight an icon.
3. Press  to select that function.
4. Press  to return to the Home screen.
5. Press  to view the personal identification information.



6. Press  to return to the Home screen.

Understanding the Status Bar

The information displayed at the bottom of the screen is called the status bar.



The battery icon appears at startup to indicate that the batteries have sufficient power. If it appears half full and flashes, the batteries are low on power.

The alarm bell icon indicates that the alarm sound is turned on.

The home or flag icon indicates if the Home or World Clock is selected as the local time.

The view icon indicates that you can use the View key  at a screen.

The scroll arrow icons indicate that you can use  or  to scroll up or down.

Viewing the Calendar

Using the calendar, you can view appointments, birthdays, and other events that were entered in REX TrueSync Information Manager or another PC organizer and then synchronized to your REX card.

The calendar has a daily, weekly, and monthly view. To cycle through the calendar views, use .

Calendar events can also have alarms to remind you when an event occurs. To learn more, read “Using Reminder Alarms” on page 9.

To Use the Daily View

1. At the Home screen, use  or  to highlight the calendar icon.
2. Press  to go to the daily view.
3. Use  or  to view the next or previous day.
4. Press  to highlight a calendar event.

You can undo the highlight by pressing .

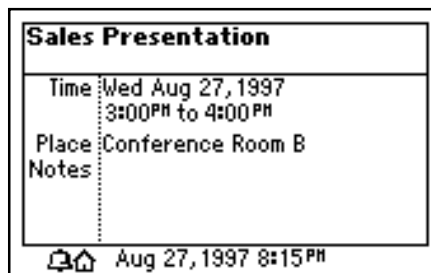
5. Use  or  to scroll down or up.



Bell icons indicate calendar events with

reminder alarms.

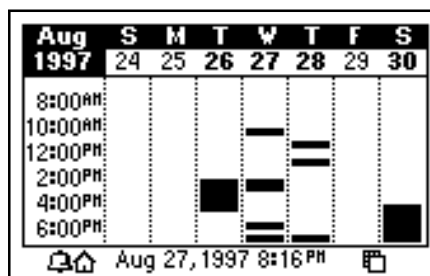
6. To scroll to the next or previous day, continue holding down  or .
7. Press  to view a highlighted event.



8. Press  to return to the daily view.

To Use the Weekly View

1. If needed, select the calendar icon from the Home screen.
2. Press  until the weekly view appears.



In the weekly view, calendar events appear as dark bars indicating their time range.

3. To go to the next or previous week, use  or .

Viewing the Calendar

4. To scroll to a time earlier or later than the time range on the screen, first press and then use or .

Aug 1997	S	M	T	W	T	F	S
	24	25	26	27	28	29	30
12:00PM							
2:00PM							
4:00PM							
6:00PM							
8:00PM							
10:00PM							
Aug 27, 1997 8:17 PM							

5. To stop scrolling, press .
6. To view the calendar for the first day of the week, press twice.

To Use the Monthly View

1. If needed, select the Calendar icon from the Home screen.
2. Press until the monthly view appears.

August 1997						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
Aug 27, 1997 8:17 PM						

The current date is in parentheses. Dates with calendar events are shown in bold.

3. To go to the next or previous month, use or .
4. Press to highlight the first date in a month that has calendar events.

5. Use or to highlight another date with calendar events, if any. To undo the highlight, press .

September 1997						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
Aug 27, 1997 8:23 PM						

6. Press to view the daily calendar for the highlighted date.

Using Reminder Alarms

Using REX TrueSync Information Manager, you can set reminder alarms for calendar events. Then, when you synchronize your REX card, those reminder alarms are transferred to it.

When a reminder alarm sounds, press any key to turn it off.

If you turn the alarm sound off at the Preferences screen, reminder notices appear on the screen instead of alarms. When a reminder notice appears, press or to clear it.

If your REX card is turned on when a reminder alarm sounds, reminder notices appear only when the Home screen is in view. If you are viewing another screen, go to the Home screen to read the reminder notice.

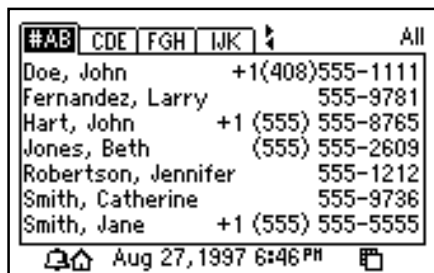
Viewing Contacts

Using the Contacts, you can view cardfiles containing information such as names, phone numbers, street addresses, and e-mail addresses.

You can also change how your cardfiles are sorted on the REX card, as well as which phone numbers are displayed on the cardfiles.

To View Cardfiles and Cards

1. At the Home screen, use or to highlight the contacts (cardfile) icon and then press .



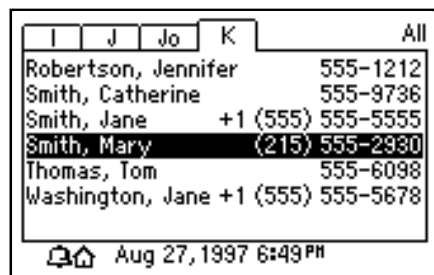
A cardfile name or “All” appears at the top right of the screen. “All” indicates all the cardfiles that were synchronized.

2. Use to cycle through the cardfiles.
3. Use or to scroll through the alphabetical tabs of a cardfile.
4. To go to a specific letter tab, first press and then use or .

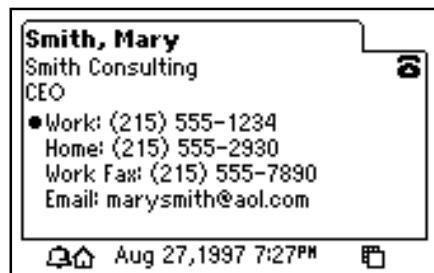
If a letter tab has more cards than fit on one screen, you can press again to see sub-tabs for that letter (e.g., C, Ce, Ch, etc.).

5. Press and then use or to

highlight a specific card.



6. Press to view the card.



7. Use to cycle through the address, phone number, and note fields of the card.

The fields are indicated at the upper right of the cards by phone, envelope, and notebook icons.

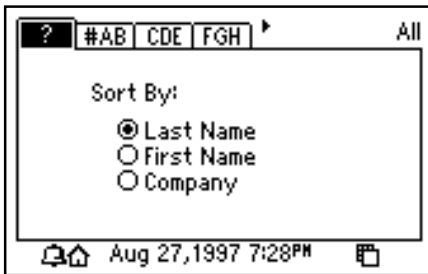
8. To return to the alphabetic cardfile tabs, press .

Viewing Contacts

To Sort the Cards

You can sort the cards in cardfiles alphabetically by last name, first name, or company. When your REX card is synchronized, the sorting order of the cards is reset.

1. At the Home screen, highlight the contacts (cardfile) icon and then press **⊙**.
2. Press **⏮** until the question mark tab is highlighted and the Sort By screen appears.



3. Press **⊙** to start the highlight.
4. Use **⏮** or **⏭** to highlight a sorting method.
5. Press **⊙** to sort the cards.

To Change the Phone Number Display

You can select which phone number, e-mail address, or Web site address appears on the alphabetically tabbed cardfiles. When your REX card is synchronized, any changes to the phone number displays are reset.

1. At the Home screen, highlight the contacts (cardfile) icon and then press **⊙**.

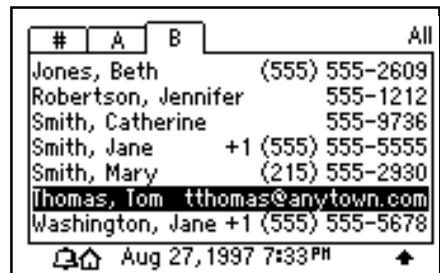
2. Select a card in a cardfile to view.

To learn how, read “To View Cardfiles and Cards” on page 10.

3. If needed, use **⏮** to cycle to the phone number fields, indicated by the phone icon at the upper right of the card.
4. Use **⏮** or **⏭** to move the bullet to a phone number, e-mail address, or other field.



5. Press **⊙** to select the bulleted number or Web address.



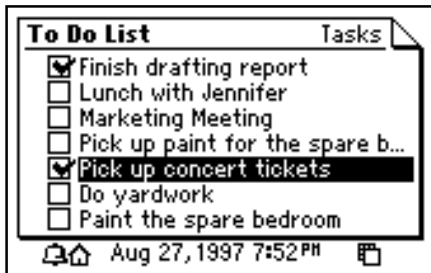
The selected number or Web address now appears after the names on the cardfiles.

Viewing the To Do List

To View To Do Items

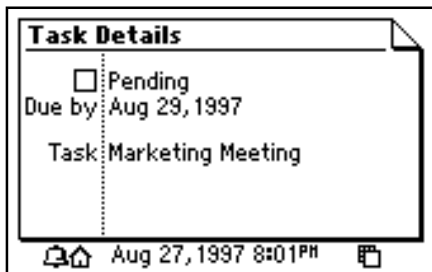
Using the To Do List, you can view tasks, calls, and overdue items.

1. At the Home screen, use  or  to highlight the To Do List icon and then press .



Check marks (✓) indicate completed To Do items. Exclamation points (!) indicate overdue items. The phone icon indicates calls.

2. Press  repeatedly to cycle through your tasks, calls, overdue items, etc.
3. To view the Details screen of a To Do item, use  or  to highlight the item on the list and then press .



4. Press  to return to the To Do List.

To Mark Completed To Do Items

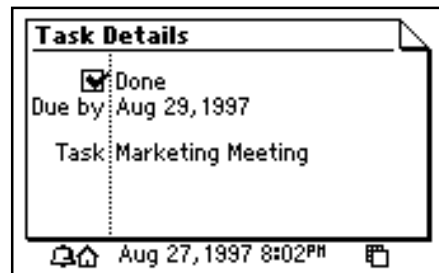
You can mark To Do items on your REX card as done or complete. When you mark a To Do item that was on the Overdue list, it will be removed from that list.

When your REX card is synchronized, To Do items marked as done are reset. So when you mark a To Do item as done on your REX card, you should also mark it as done on your PC organizer.

1. Go to the Details screen of a To Do item.

To learn how, read “To View To Do Items” on this page.

2. To mark the item as “Done,” press .



3. To undo the check mark and restore the item to “Pending” or “Overdue,” press  again.
4. Press  to return to the To Do List.

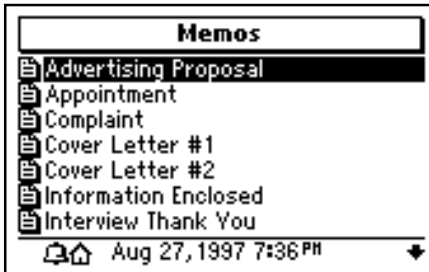
Viewing Memos

Using the Memos, you can easily view memos that were entered in REX TrueSync Information Manager or another PC organizer. Individual memos larger than 4K may not fully display on the REX card.

6. Press  to return to the list of memos.

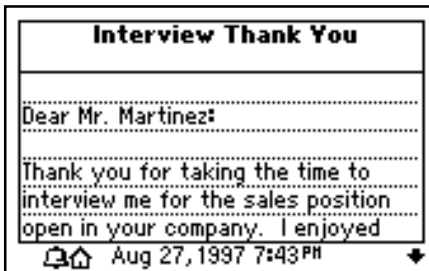
To View Your Memos

1. At the Home screen, use  or  to highlight the memo pad icon.
2. Press  to view the list of memos.



The arrow icons on the status bar indicate when you can use  or  to scroll to more information.

3. Use  or  to highlight a memo.
4. Press  to view the memo.



5. Use  or  to scroll down or up.

Using the Home and World Clocks

Your REX card has two clocks: the Home Clock, which keeps the time and date of your home city, and the World Clock, which keeps the times and dates of other cities around the world. The time of the currently selected clock is called the local time.

To Change Cities and Time Zones

As you travel, or just for your information, you can change the cities or time zones of the Home and World Clocks.

The Home and World Clocks can each display up to eight times (e.g., the eight times in the EarthTime view of REX TrueSync Information Manager). When the REX card is synchronized, your city or time zone changes are overridden.

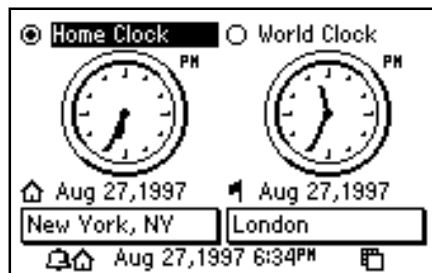
1. At the Home screen, use or to highlight the clock icon.
2. Press to go to Home Clock/World Clock screen.
3. Use or to select the Home Clock or World Clock.
4. Press to highlight a city.
5. Use or to change the city.
6. When done, press .

To Change the Times

The times of the Home and World Clocks are based upon hours added to or subtracted from Greenwich Mean Time (GMT). When you set one clock on the REX card, the other clock automatically adjusts.

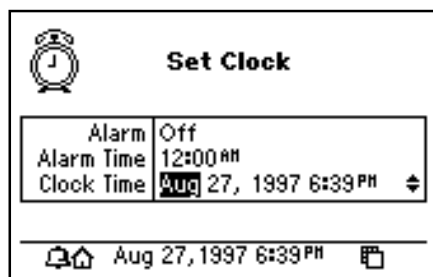
When your REX card is synchronized, any time changes made on it are overridden.

1. At the Home Clock/World Clock screen, use or to select the Home or World Clock.



The selected (i.e., highlighted) clock is the local time, which will appear on the clock icon on the Home screen and on the status bar.

2. Press to view the Set Clock screen.
3. Use to highlight "Clock Time" and then press .



4. Use or to change an item.
5. To highlight another item, use .
6. When done, press at the last item.
7. Press to return to the Home Clock/World Clock screen.

Using the Home and World Clocks

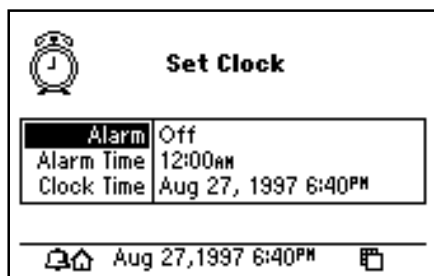
To Set the Alarm

Using the Set Clock screen, you can set a single daily alarm or a onetime alarm for the local time. When the alarm sounds, you can turn it off by pressing any key.

When the Home screen is in view, an alarm notice also appears. To clear an alarm notice from the Home screen, press  or .

The alarm you can set on your REX card is not the same as the alarms that can be set in REX TrueSync Information Manager. To learn more about these alarms, read “Using Reminder Alarms” on page 9 or read the *REX TrueSync Information Manager User’s Guide*.

1. At the Home Clock/World Clock screen, use  or  to highlight the clock for which you want to set the alarm.
2. Press  to view the Set Clock screen.



3. With Alarm highlighted, press .
4. Use  or  to select “Once” or “Daily” and then press .

If you select “Daily,” an alarm will sound every day at the specified time.

If you select “Once,” an alarm will sound only at the next occurrence of the specified time.

5. Press  to highlight “Alarm Time” and then press .
6. Use  or  to change the item.
7. To highlight the next item, press .
8. When done, press  at the last item.

When You Travel

When you change the time zone of the currently selected clock on the REX card, the calendar events automatically change to fit the new time zone. For example, an appointment scheduled for 2 p.m. New York time changes to 11 a.m. when Los Angeles time is selected.

To schedule appointments for specific times zones, use REX TrueSync Information Manager on your computer.

For example, if your home city is New York and you are planning a business trip to Los Angeles, set the calendar event time to Los Angeles time in REX TrueSync Information Manager.

Then, when you arrive in California, change the city of the World Clock on the REX card to Los Angeles and select the World Clock as the local time. Calendar events on the REX card will appear in Los Angeles time.

Changing Your Preferences

Using the Preferences screen, you can change the time and date displays, turn the alarm and key click sounds on or off, set a password, and change the automatic shutoff time.

The time and date displays affect the Home screen, Status bar, clocks, and other screens. The automatic shutoff time sets how long the REX card stays on if you forget to turn it off.

When your REX card is synchronized, any preferences that you have changed are reset to match the preferences selected in the REX TrueSync Configuration Wizard on your computer.

To Change Preferences

1. At the Home screen, use or to highlight the tools icon.
2. Press to go to the Preferences screen.



3. Use or to highlight a preference item.
4. Press .
5. Use or to highlight a new setting for that item.

6. Press to select it.

7. Press to return to the Home Screen.

To Check the Memory

Using the Device Information screen, you can see how much memory your REX card has and how much memory is currently free (i.e., unused).

1. At the Home screen, use or to highlight the tools icon and then press .
2. If the view icon is visible on the status bar at the bottom of the Preferences screen, press .



3. Press to return to the Preferences screen. Or press to return to the Home screen.

Using Password Protection

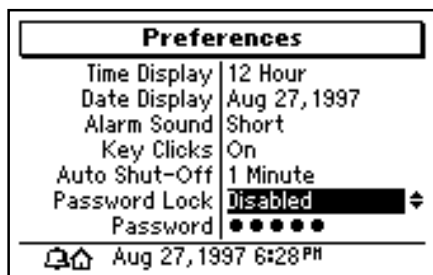
To protect the privacy of your information, you can set a password on your REX card. When you try to synchronize information to a REX card that has a set password, that password will be requested before you can synchronize.

The password that you can set on your REX card is not the same as the password that can be set in REX TrueSync Information Manager.

To Set, Change, or Disable the Password

CAUTION Always record your password in a secure, separate location.

1. At the Home screen, use  or  to select the tools icon.
2. Press  to go to the Preferences screen.
3. Use  or  to highlight “Password Lock” and then press .



4. Use  or  to select a password option and then press .
- If you select “Disabled,” no password protection will be in effect.

If you select “Always,” the password will be requested whenever your REX card is turned on.

If you select “30 minutes” or “60 minutes,” the password will be requested before the next session only after the specified time has elapsed since the password was last entered.

5. Use  or  to highlight “Password” and then press .
6. To set your password, press any five-key combination of the REX keys.
Remember to record your password combination in a separate location. You may want to record your password as a series of numbers, counting the top (i.e., Home) key as 1, and so on.
7. When the Enter Password screen appears during a subsequent session, press your five-key password combination.

If You Lose or Forget Your Password

You can regain access to a password-enabled REX card without the password by first removing both batteries from the REX card, waiting a few minutes, and then resynchronizing it with your computer. To learn how, read “Installing the Batteries” on page 3. For more information, call technical support (see page 18).

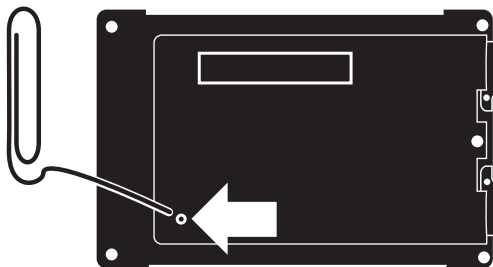
WARNING Removing both batteries for a few minutes will erase all the information stored in your REX card.

Resetting Your REX Card

If the screen or keypad of your REX card operates erratically or not at all, you can perform a reset to try to restore normal operation.

To Perform a Reset

1. Turn the REX card over.
2. Using the end of a paper clip, very gently press the recessed reset button as shown below.



3. Wait for the reset tone to sound and the Home screen to appear before using the REX card.

WARNING Never use a pencil or other brittle object to press the reset button. They might break and permanently disable the button. Also, never press the reset button with excessive force because it may permanently damage the REX card.

Taking Care of REX

To Clean the Screen

If the screen of your REX card becomes smudged or dusty, apply eyeglass cleaning fluid or isopropyl alcohol to a small, clean cloth and gently wipe the screen clean. Never apply harsh or abrasive cleaners directly to the REX card or screen.

To Protect Your REX Card

- **Do not drop, or put excessive pressure on, your REX card.**
For example, do not put the REX card in your back pocket or wallet. You could damage it when you sit down.
- **Do not expose the REX card to extreme temperatures or other adverse conditions.**
- **Do not store the REX card in damp, humid, or wet places.**

The REX card is not waterproof.

- **Do not store the REX card in its docking station, if you have one.**
When the REX card is in its docking station, its batteries may lose power more quickly.
- **Avoid scratching the screen of your REX card with sharp objects.**

The REX card does not have a touch screen.

To Call Technical Support

If you have problems with your REX card that you cannot resolve, call 1-888-REX-6400 (1-888-739-6400) between 8 a.m. and 8 p.m., Eastern (U.S.) time. In the U.K. or Europe, call 44-1932-891-000.

Specifications

Model: REX-1

size: 54 x 85.6 x 5 mm

weight: 1.4 oz.

memory: 64 kb.

records: approximately 750*

ISBN: 1-56712-396-1

Model: REX-3

size: 54 x 85.6 x 5 mm

weight: 1.4 oz.

memory: 256 kb.

records: approximately 3,000*

ISBN: 1-56712-397-X

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**The actual number of records that you will be able to store and view on your REX card depends upon the length of each record.*

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NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

NOTE: This unit was tested with shielded cables on the peripheral devices. Shielded cables must be used with the unit to insure compliance.

NOTE: The manufacturer is not responsible for any radio or TV interference caused by unauthorized modifications to this equipment. Such modifications could void the user's authority to operate the equipment.

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